

# **HEALTH PROGRAM COORDINATOR, CF**

## **JOB ANALYSIS BACKGROUND INFORMATION**

**Date of Study:** April 9 –13 2001

**Collective Bargaining Identification:** S06

**Job Analysis Conducted By:** Alicia Grant, Associate Personnel Analyst-  
Personnel Examining Section  
Debbie Cade, Staff Services Analyst  
Personnel Examining Section

**Number of Incumbents:** There are 15 incumbents in this classification  
per Department of Corrections Filled/Vacant  
Position Report dated Feb. 2001.

**Names of the Subject Matter Expert(s) and their background:**

**Nancy Erly, Correctional Health Services Administrator II-Sacramento**  
**Vickie Schlone, Correctional Health Services Administrator II-CIM**  
**David Gransee, Correctional Health Services Administrator II-Mule Creek**

## **HEALTH PROGRAM COORDINATOR, CF INFORMATION GATHERING**

The initial list of task and knowledge, skills and abilities statements were identified after conducting a literature review which consisted of:

- Examination bulletin
- Exam history folders
- Job Specification
- Board Item